

# TTCF Bylaw and SOP update June 2019



*Texas Trauma Coordinators Forum*

**The following slides reflect a brief overview of the proposed changes to the 2019 TTCF Bylaws and SOPs.**

**The changes were approved by the Board on May 16, 2019.**

**Please refer to the full documents published to the TTCF homepage for voting review.**

# No Significant Changes to...

**Article I – Name**

**Article II – Statement of Purpose**

**Article III - Membership**

# Article IV – Board of Directors

- **Addition of co-chairs as formal members of the Board of Directors**
- **Addition of Secretary-Elect position (1 yr term)**
- **Addition of Treasurer-Elect position (1 yr term)**
- **Term limits of two consecutive full terms for Board of Directors members**
- **Participation requirement of 75% of meetings for all Board of Directors**
- **Clarified filling vacancy of positions**

# Article IV – Board of Directors cont.

- **Eligibility to serve in an Executive Board position**
  - Current member of TTCF
  - Attend minimum of 75% of previous rolling 12 months of General Membership meetings
  - Total of 4 years in a leadership role prior to initial term as Executive Board member. Role include committee chair or co-chair, workgroup chair or co-chair, Executive Board, and need not be consecutive.

# Article V – Committees and Workgroups

**Clarified nominations for committee/workgroup chairs and co-chairs during 4<sup>th</sup> calendar year meeting.**

**Participation requirements of 50% of General Membership and Board of Director meetings**

**Reviewed and clarified objectives of committees and workgroups**

# No Significant changes to...

**Article VII – Meetings**

**Article VIII – Bylaws**

**Article IV – Budgetary Process**

**Article X – Dissolution**



# SOPs

## SOP 1 Election

Clarification of calendar year meetings

## SOP 2 Scholarships

Removal of award dollar stipulations

Clarified process at committee/workgroup level

## SOP 3 Budgets

Clarified calendar year meetings



# SOPs

## **SOP 4 Committee/Workgroup Roles Responsibilities**

**Recommendation to retire entire SOP**

**Content integrated into Bylaws**

## **SOP 5 Educational Offerings**

**Addition of attendance record submission to  
Secretary**

**Clarified Education Workgroup verses Committee**

# Nominations Open at 2<sup>nd</sup> Quarter Meeting

**Treasurer**

**Secretary – Elect**

**Historian**

**Director At Large Position 2**